



RECRUITMENT ANNOUNCEMENT SUNDAY REFERENCE LIBRARIAN

A Sunday Reference Librarian position is available at the Mary Riley Styles Public Library in the City of Falls Church. This is a professional librarian position in the reference area. Responsibilities include assisting patrons in selection and location of materials, demonstrating and explaining the use of electronic information resources in the reference section, plus performing research and other reference services as requested.

QUALIFICATIONS:

- ALA accredited MLS with Virginia Certificate;
- Minimum of 3 years professional public library experience in reference, collection development, scheduling, reader's advisory and supervisory experience;
- Excellent organizational skills;
- Ability to handle multiple priorities and projects;
- Ability to work independently and in a team;
- Excellent oral and written communication, and presentation skills;
- Training and programming experience;
- Excellent interpersonal skills and ability to work effectively with a diverse clientele;
- Strong commitment to excellent customer service skills;
- Up-to-date knowledge of current practices and computer use in the field of electronic information, including the Internet, as well as print sources.

DESIRED QUALIFICATIONS:

- Flexibility in adapting to rapid change;
- Experience in marketing information services.

SALARY: \$22.26 per hour. No benefits.

HOURS: 12:30. – 5:00 p.m., three Sundays per month.

TO APPLY: Submit resume to City of Falls Church, Human Resources, 300 Park Avenue, Falls Church, VA 22046 or hr@fallschurchva.gov

REASONABLE ACCOMMODATION: During the selection process, applicants with disabilities may request reasonable accommodation with the agreement of the Human Resources Division; requests should be directed to the Human Resources Division. The City of Falls Church does not discriminate in employment or the provision of services on the basis of race, color, national origin, sex, religion, age or disability.

All City facilities are smoke free

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